

**ARIZONA STATE SCHOOLS FOR THE DEAF AND THE BLIND
POSITION DESCRIPTION**

POSITION TITLE: JOB DEVELOPER/COORD TEACHER

POSITION LOCATION: ASDB

POSITION REPORTS TO: Career/Vocational Education Specialist

WORKING SUPERVISOR OF: Site Trainers

MINIMUM QUALIFICATIONS: Bachelor's Degree in Rehabilitation, Counseling, Special Education, or Education of the Deaf or related field; two (2) years direct experience working with deaf and hard of hearing individuals; certified or credentialed by the State of Arizona or the ability to be certified by the State of Arizona; proficient in American Sign Language.

PREFERRED QUALIFICATIONS: Council on Education of the Deaf Certification; Master's Degree in Rehabilitation, Counseling, Special Education, or Education of the Deaf; experience working within Community Rehab or a school vocational department; supervisory experience; bilingual (Spanish) skills, proficient in the use of American Sign Language.

MAJOR DUTIES & RESPONSIBILITIES: Supervises worksite education and training projects; locate and develop job sites; develop task analysis, behavior management programs, evaluation and data collection system with input from other team members and parents; assign, train and monitor site trainers; provide backup to site trainers as needed.

OTHER RESPONSIBILITIES: Attend IEP meetings as assigned; prepare and maintain all paperwork necessary for job placement, maintenance, evaluation and follow-up; communicate student progress to appropriate staff and to parents; work with outside agencies to ensure that assigned students smoothly transition to employment upon graduation; assist in monitoring, training and evaluating progress of students in Work Education Programs; assist Vocational Specialist in evaluation of Site Trainers; and other related duties as assigned.

KNOWLEDGE AND SKILLS: Knowledge of Supported Employment and other training models' planning and organizational skills; excellent communication skills, knowledge of adolescent and adult development and the ability to apply knowledge; good people skills; knowledge of functional skills and instructional concepts.

SPECIAL CONDITIONS/REQUIREMENTS: Must utilize appropriate personal protective equipment as required.